



Developed by the Procurement Performance Excellence Office (PPEO)

**Department of Commerce Cost Reduction Initiative**  
**Adobe Contract Ordering Instructions**  
**CUPA Delivery Order # YA1323-12-BU-0009**  
**Contract # NNG07DA46B**  
**NASA SEWP ORDER SEQUENCE NUMBER # 200854**

**Summary/Background:**

The Department of Commerce (DoC) awarded a single Custom User Purchasing Agreement (CUPA) with Alvarez Associates under NASA SEWP IV, to establish a department-wide procurement vehicle for the acquisition of Adobe products and services. This document provides guidance on how to order under this contract.

**Order Placement - Orders can be placed immediately by email or phone with the points of contact below.**

Only orders placed by a Contracting Officer or a Bureau authorized purchase card holder shall be fulfilled under this agreement. Order placement via phone, email or through the TAMS (Technology Asset Management System) website shall be accepted.

It is recommended that all orders placed under this agreement be placed and tracked through the TAMS Online Ordering Portal. The TAMS Portal will be available in mid-August.

**Order Submission:**

**Adobe Desktop Products**

Alana Slaughter  
757-452-4752 (O) | 757-714-4303 (M) | 757-965-9486 (F)  
[aslaughter@emergent360.com](mailto:aslaughter@emergent360.com)

**Adobe Enterprise Products - LiveCycle, CQ and Omniture**

Greg Farrah  
571-419-6424 (O) | 202-302-5950 (M) |  
[gfarrah@emergent360.com](mailto:gfarrah@emergent360.com)

**Adobe Connect**

Erin Griffin  
703-635-2611 (O) | 540-556-4889 (M) | 703-942-8953 (F)  
[egriffin@emergent360.com](mailto:egriffin@emergent360.com)

**Order Payment - Acceptance of Government Purchase Cards**

The Contractor is required to accept the GSA SmartPay card and purchase orders issued against the agreement.

**Products & Services Offered:**

A comment list of products and services offered under this contract can be found on the following pages. For a detailed list of all products and services offered under this contract, please refer to the CUPA.

**Questions/Concerns:**

Seth Rogier, *Director of Strategic Sourcing*  
202-482-7493, [srogier@doc.gov](mailto:srogier@doc.gov)

## Commonly Purchased Products & Services:

DESKTOP PRODUCT UNIT PRICES								
Acrobat Standard	Product Type	Product Description	Version	Operating Platform	Users	Part SKU	FY 12 Unit Price	FY 13 - FY 16 Unit Price
	New License	Adobe CLPG 5.x Acrobat Std 10 MP Lvl 2 (EU)	10	Windows	1 USER	65086303AC02A00	\$68.07	\$79.21
	Upgrade License	Adobe CLPG 5.x Acrobat Std 10 MP Upg f/Std Lvl 2 (EU)	10	Windows	1 USER	65086190AC02A00	\$35.01	\$40.12
	Gold	Adobe CLPG 5.x Acrobat Std ALP Gold 1Yr-12Mo Lvl 2 (EU)	ALL	All Platforms	Per Seat	10004442AC02A12	\$6.21	\$6.30
	New Upgrade Plan	Adobe CLPG 5.x Acrobat Std MLP Upg Plan 1Yr-12Mo Lvl 2 (EU)	ALL	Multiple Platforms	1 USER	65085495AC02A12	\$7.41	\$10.15
Acrobat Professional	Product Type	Product Description	Version	Operating Platform	Users	Part SKU	FY 12 Unit Price	FY 13 - FY 16 Unit Price
	New License	Adobe CLPG 5.x Acrobat Pro 10 MP Lvl 2 (EU)	10	Windows	1 USER	65083691AC02A00	\$87.52	\$106.99
	Upgrade License	Adobe CLPG 5.x Acrobat Pro 10 MP Upg f/Pro Lvl 2 (EU)	10	Windows	1 USER	65083234AC02A00	\$44.73	\$47.29
	Gold	Adobe CLPG 5.x Acrobat Professional ALP Gold 1Yr-12Mo Lvl 2 (EU)	ALL	All Platforms	Per Seat	10004466AC02A12	\$8.28	\$8.50
	New Upgrade Plan	Adobe CLPG 5.x Acrobat Pro MLP Upg Plan 1Yr-12Mo Lvl 2 (EU)	ALL	Multiple Platforms	1 USER	65084278AC02A12	\$9.23	\$13.09

**\*\*Please Note That Discounted Prices Have Been Negotiated For Over 1,000 Adobe SKUs, Including Creative Suite Products, Live Cycle, And Connect Products – Please See The NASA SEWP CUPA Or Contact An Adobe POC Listed Above To Obtain A Complete SKU List\*\***